



December 3, 2015



INAUGURATION DAY DEC. 8, 2015

All state government offices will be closed for Inauguration Day. Time should be recorded as closure (CLOS) on the timesheets of employees for this day. If at the discretion of

the agency, an employee is approved and chooses to work or if an employee is scheduled to work, that time should be recorded as additional time (6ADL).

Please note that while several cities and counties are holding special elections on this day, employees who are not officially scheduled to work are not eligible to receive voting leave in addition to the paid closure and any other additional time that may be accrued.

FAC Spotlight: **Former Facilities Employee** **Publishes His First Novel**

Has received good reviews

There's nothing like getting drawn into a good book, especially as the weather turns cold and the nights grow longer...and, Frankfort native Ray Peden's thriller, *One Tenth of the Law*, is a good one with which to curl up and enjoy.

For Peden, a retired project construction manager for the Dept. for Facilities and Support Services, reading has always been a passion. This passion along with a creative spirit—drawing, painting, writing, playing R&B guitar, designing/building custom homes—brought him to take the plunge and write a novel.

"I've read extensively all my life, always been comfortable in the world of words and storytelling...so I just decided I wanted to pursue a novel," said Peden.

He started the serious quest to write a novel in 2008 culminating in his suspense thriller, *One Tenth of the Law*, being published earlier this year.

Peden said he spent five years learning how to write, which meant a lot of time attending writing conferences, reading blogs and books on craft, and practicing.

Thirty-two manuscript versions later, he finally felt he had closed in on the best one and entered it into the Killer Nashville Claymore completion. In 2014 Peden was selected as a top-ten finalist for the Killer Nashville Claymore award out of 400-plus entries.

Yea!— or so he thought.

Basically it was the emotional roller coaster winning high to tumbling back down to earth when agents and publishers at KN exposed his flaws.

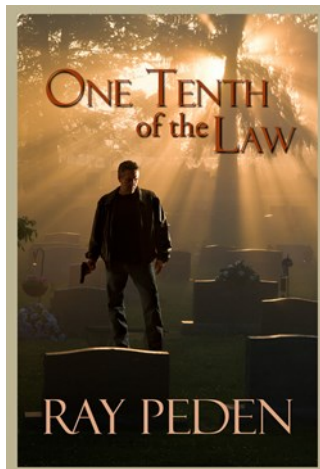
"I had to regroup and stopped writing for six months," he said.

During that time he studied several key books that taught him rules for story structure, how to invest emotion in every character, how to raise questions with no answers to make the reader turn the pages, create character arc, add tension and conflict in every page, give good characters flaws and bad characters redeeming values, develop unpredictable twists, craft a compelling plot line, among other things.

When asked what his biggest hurdle was in writing *One Tenth of the Law* Peden said he had to learn how to entertain the reader without falling in love with his own prose.

"Infamous advice for all writers:
Kill your darlings."

Check out page two for more Q&A with the author.



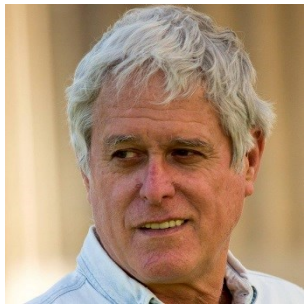
about the story...

Patrick Grainger has left his killing past behind, grieving for 12 years over the death of his wife and daughter when fate takes a surprising turn. A chance encounter in a Georgia rest area makes him the only witness to the kidnapping of a young girl in broad daylight.

The unexpected bond that develops between Grainger and the girl's family is the key that opens Pandora's box. Tensions escalate when the father of the kidnapping victim stumbles onto evidence, concealed for a decade: the tragic fire that killed Grainger's family was no accident.

As the blocks topple the identities of the killers and their roles in a massive wartime conspiracy come to light. The deadly gamesmanship threatens to bring down a powerful multinational empire that will stop at nothing to protect its interests. Ordinary people forced into extraordinary circumstances become unwilling participants in a lethal game of high-stakes intrigue, climaxing with one stunning personal twist none of them ever saw coming.

More Q & A with author Ray Peden



Is the story pure imagination? Any of it based on real life happenings (to you or others)?

Pure imagination...started as an observation on the way home from vacation in 2004...a young girl at a rest area unsupervised, vulnerable to being kidnapped...the thread grew from that...who would save her, why would

he care, maybe a former veteran who had (and lost) a daughter, how could this lead to a compelling, complex story line, explore the universal desire for revenge, a father's love for his daughter, ordinary people doing extraordinary things, etc. I am an overprotective father who has always worried about my three daughters' vulnerabilities. I have a military background, which brought the conspiracy into play and my protagonist, Patrick Grainger, is probably the hero I could never be.

What's been your most memorable moment?

The moment that occurs over and over when a person with whom I am not close friends takes the time to let me know I have entertained them and kept them reading and wanting more.

"It's never too late to be what you could have been."

- George Eliot

"One Life, Just One. So why aren't we running like we are on fire towards our wildest dreams?"

- Anonymous

Two of Peden's favorite quotes.

Did you come up with the title?

Yes...struggled with several lame titles until this one came in my sleep after writing one particular chapter 80% into the book.

Any advice for wanna be novelists?

You have to want it enough to study and learn, to spend the time alone in front of a screen writing so much crap until you find your voice.

Anything else you'd like to add?

One surprising thing I have found: many of my scenes develop at the last second...I always have a general story line or scene planned in my mind but when I put the characters on the page they seem to take off on their own, creating dialog and nuances in the story themselves. I just watch and write down what they do and often it's starkly different from what I originally had in mind.

Writing a story that I have been proud of has been one of the most personally rewarding things I have ever done. I plan on writing one satisfying novel a year until I fall off the perch.



December Dollar Days!

Kentucky residents receive \$1 admission to the National Corvette Museum



National Corvette Museum Offers "Dollar Days" to Kentucky Residents Visiting in the Month of December

The National Corvette Museum has named the entire month of December "Dollar Days" for residents of Kentucky who visit the Museum. Kentucky residents can tour the Museum for a \$1.00 admission per person, and will only need to show a valid Kentucky drivers license or other proof of residency to take advantage of the special offer. Kids will be admitted at the \$1.00 price with adults presenting the Kentucky identification (children age 5 and under are free).

Cont'd on Page 3

IMPORTANT HR NEWS & INFORMATION

Early December Payroll

Finance Cabinet employees using the ETS timekeeping system must have the timesheet for December 1-15 completed and approved no later than noon on Wednesday, Dec. 16, 2015 in order for that pay period to process early to produce early pay to be distributed on December 23, 2015. Questions may be addressed to the Division of Human Resources by calling 502-564-7233.

YEAR END VERIFICATIONS

In order to ensure that W2 forms are mailed to the correct address, we are requesting your assistance in verifying personal data including address. Please access your record via KHRIS Employee Self Service (ESS) to review and if necessary update your information or contact the Division of Human Resources for assistance.

FINANCIAL DISCLOSURE STATEMENT

Pursuant to KRS 11A.050(1)(b), all officers and many other public servants are required to file a statement of financial disclosure with the Executive Branch Ethics Commission within 30 days of leaving state service. Employees are encouraged to contact the Office of General Counsel, Ethics Officer, before leaving state service to confirm compliance with this statute.



**MORE HR
NEWS & INFO
ON PAGE 4.**

Pictures for the Week

Congratulations to the Ky Business One Stop Team!!!

The KyBOS executive governance board recognized the team hard work and celebrated achieving the launch of Phase 1 a few weeks ago.

Corvette Museum from Page 2

The Museum features over 80 Corvettes, from the 1953 - the first Corvette to capture the hearts of America, to one-of-a-kind prototypes, the only 1983 in existence and historic Corvettes normally unavailable to the general public.



Visitors can sit behind the wheel of a new Corvette in the lobby, enjoy a number of new hands-on activities in our KidZone and see the newly restored Skydome. A special "Car Part Art" exhibit is also currently on display through January 8, 2016, featuring works of art made from recycled car parts.

"Dollar Days" is the Museum's way of giving back to Kentucky residents to thank them for their support and gives them an opportunity to see first-hand why the Corvette is one of the state's greatest resources and the official state sports car.

Visitors can also take a chance to win a brand new 2016 Torch Red Stingray Coupe Corvette for only \$10 and do some holiday shopping in the Corvette Store.

Go to www.corvettemuseum.org or call (800) 53-VETTE (83883).



Above: Carla Hawkins, executive director of the Office of Application Development, Commonwealth Office of Technology, making remarks with Secretary of State Alison Lundergan Grimes, and Finance Secretary Lori H. Flanery looking on.



Above: Secretary Grimes talking with Gargi Chatterjee, program manager for KyBOS.



IMPORTANT HUMAN RESOURCES NEWS & INFORMATION

REMINDERS FOR THOSE LEAVING STATE GOVERNMENT

If you are planning to retire or otherwise separate from service please coordinate your departure with your supervisor as well as the Division of Human Resources. Employees are asked to clean up emails and office space, return keys/fobs and other agency items, and are advised not to download unauthorized data.

Wireless users with state-owned devices such as phone, iPad, etc. need to turn in the device prior to leaving. To turn in your device, please contact Marcia Adams, Marcia.adams@ky.gov, 502-564-7751, Room 484 Capitol Annex, or David Crume, david.crume@ky.gov 502-564-8042, located in the KSOB on High Street.

PERFORMANCE EVALUATIONS

When a first line supervisor departs between November and January, the supervisor can perform the evaluation prior to leaving but if that does not occur then the second line supervisor (assuming that individual meets the requisite 60 day requirement and has attended the required training) should perform the year-end evaluation in January. If a second line supervisor does not exist or is not eligible then the agency may submit a request to the Personnel Cabinet for a 60 day extension to permit the incoming supervisor to be trained and acclimate prior to conducting the evaluation. In event of the latter, departing supervisors are advised to leave information that the new supervisor can use to appropriately evaluate the employee's performance.

HEALTH INSURANCE

An employee's health insurance coverage will terminate the **last day** of the pay period in which the employee separates. Below are some examples to explain this process:

Employee separates December 7 – health coverage terminated December 15
Employee separates December 15 – health coverage terminated December 15
Employee separates December 16-31 – health coverage terminated December 31

Please note there are also specific considerations for an employee who may have a break of service in their existing state position, and then return to another state position within a specific amount of time. For questions regarding this, please contact the Department of Employee Insurance Member Services Branch at (502) 564-6534.

RETIREMENT

For employees who are retiring from executive branch service, the health insurance coverage provided by the Kentucky Retirement Systems (KRS) begins on the first of the month in which the employee is eligible to receive retirement benefits. So, if an employee retires November 30, eligibility for KRS health insurance begins December 1. If an employee retires December 7, eligibility for KRS health insurance begins January 1.

Please note: It is important that an employee provide all required health insurance information to KRS prior to their date of retirement. This will help avoid any delay in health insurance coverage through KRS.

Also important to note for anyone planning to leaving state government in December and wishing to place annual or compensatory leave amounts into a tax-deferred [457 Plan](#) Deferred Compensation Account, all paperwork needs to be signed and submitted in **November**. The required paperwork for funds going into a [401\(k\)](#) Deferred Compensation Account can be submitted in December (or the same month as the payout). Both accounts are subject to annual limits. For anyone who ultimately does not leave state government, the paperwork could be rescinded. Please contact Rebecca Boone of Nationwide Retirement Solutions (BOONER3@nationwide.com) or Kerry Azbill (Kerry.Azbill@ky.gov) if you have any questions.